NOTES FROM THE:

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Contingency Planning Workshop. When a disaster strikes, the ability to continue to meet commitments to our customers is vitally important. In order to resume and continue operations and to maintain adequate service levels, Contingency Planning is a priority. Denver Center Contingency Planners recently met with Operating Location (OPLOC) critical process functional area experts to test and fine-tune our contingency plans. While responding to Y2K potential problems was the priority, other business interruptions were also reviewed for viability and standardization, where possible.

The standardization of plans allows for associative testing, scheduled for later this year. In addition, the contingency plans will be entered on the Internet where customers with a .mil address will be able to view them. This will provide customers an opportunity to see the preparations we are taking to ensure business processes continue regardless of the cause of an interruption.

DFAS has developed an in-depth program to review contingency plans across the agency. This program includes end-to-end testing of the critical systems that support accounting and disbursing functions that are the critical processes. The workshop centered on the Denver Center and OPLOC static plans and tasks to recover those critical processes in case system problems are encountered.

The highlight of the workshop was a tabletop test, conducted using the plans developed by DFAS Center and OPLOC representatives during the week. Members of the workshop were placed in key positions for a dry run to ensure the plans interacted appropriately with each other. The process presented opportunities to see where dependencies existed between critical processes and critical support processes. Plans were then updated with the lessons learned and will be forwarded to all critical process owners for their review and acceptance of the standardized plans. These plans may be supplemented locally with addendum to cover regional needs and variations in mission requirements.

The workshop provided a rare opportunity for functional and system representatives to meet in a forum and compare functional plans with system plans. Once the contingency plans are approved, they will be entered into the Living Disaster Recovery Planning System (LDRPS), which is the automated tool used by DFAS for contingency planning.

The workshop concluded with all OPLOC LDRPS administrators being provided a separate in-depth workshop to resolve any outstanding issues. They also received additional training in contingency planning with hands-on LDRPS training.

DFAS WEB: Information Super Highway into the New Millenium. Internet communication is the most efficient and effective means for communicating anything from a short hello to masses of information contained in databases for use all around the world. DFAS has made great strides to improve the kind and amount of accounting, finance, and management information on its web sites. DFAS web sites are developed in accordance with OSD policy and guidance that describes procedures for establishing, operating, and maintaining DoD unclassified Web Sites.

DFAS has two main web sites, WWW.DFAS.MIL and DFAS4DOD.DFAS.MIL, both developed to support a worldwide customer base and serve as two of the largest data distribution mediums for the 21st Century. These sites contain a wealth of accounting and finance information for use by DoD organizations, customers, vendors, employees (civilian and active duty), retirees, annuitants, and other customers having business with DFAS. Our DFAS-HQs Web Program Management Office takes the lead to structure the Agency web presence to maximize the benefits of the web in an innovative, professional manner. The latest accomplishment is the unveiling of the new DFAS4DOD.DFAS.MIL web extranet site.

The following information describes the two main DFAS web sites and customer base: WWW.DFAS.MIL— Worldwide public web site open to anyone having internet communication capability. It communicates financial management information and data throughout the DoD network. It contains information on electronic commerce, pay, jobs, DFAS organizations, accounting and finance information including a reference library to help you locate

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archival information, regulations, and guides. This site also contains links to other sites related to DFAS business. The search engine and site map will help you to quickly find the information you are looking for.   In addition, each DFAS Center has a home page containing information unique to each Center and of interest to other DOD agencies.

The What's News feature enables you to see all the latest information and press releases on new, hot topics such as contract announcements that are time sensitive and important for conducting business with DFAS customers. In response to questions on Y2K initiatives and the status of accounting and finance system Y2K certification, we have added a section that displays certificates for all systems certified as Y2K compliant and news on Y2K initiatives.

This site is fully navigable and does not have password or user identification restrictions. DFAS4DOD.DFAS.MIL —Newest web site developed to provide information of interest to DoD customers only. Restricted for use by DoD customers only, this extranet site contains customer support information on DFAS Centers, and has a Hot Topic page to post time-sensitive information on hot finance and accounting topics. This site also contains a vast array of information for DoD personnel looking for jobs or training opportunities and provides links to review fraud/hotline policies. A library option contains information on DoD guides, regulations, phone numbers, and System Life Cycle Management Documents. A new feature for this site is the addition of an interactive Solutions Corner to facilitate exchange of solutions to issues and problems and for posting best practices that result in quality improvements, efficiency of operations, cost savings, and demonstrate new and emerging technology.

Requests for posting information to DFAS web sites are processed in a time sensitive manner to provide fast and accurate posting of data. The Web PMO and the Denver Support staff work closely with the customer to ensure that their requests are handled in a professional, efficient manner using the latest technology adaptable for DFAS customers.

Procedures to request information for posting on the web are in the soon to be released DFAS HQs Web Procedures Guide. Our web-sites encourage a proactive exchange of functional information to provide customer support and improve performance through the use of the Web. THE DFAS HQs Web PMO continues to look for new ways to improve the collection and distribution of data to DFAS customers in a professional and cost effective manner. Our goal is to publish the latest accounting, finance, and management information of value to the customer in an easy to find and access manner.

Your comments and suggestions on how to improve our sites are always welcome and we encourage you to navigate yourself into the DFAS Web Information Super Highway of the future.